

# MDH Healthy Housing Grant: Questions and Answers

- 1. Do you have an “auto-fill” or a word version of the application? If not would it be a problem if we created a separate template to answer the appropriate questions for the RFP.**

We are not able to post a word version of the [2023–2026 Healthy Housing Grant Application \(PDF\)](https://www.health.state.mn.us/communities/environment/healthyhomes/docs/healthhousegrantapp.pdf) (<https://www.health.state.mn.us/communities/environment/healthyhomes/docs/healthhousegrantapp.pdf>) to our website. We are willing to share a word document version of the application via email upon request. This word version is the exact same as the PDF posted to the website. Applicants are also welcome to save the application as a word document themselves, or create a separate template document to provide the information required in the application.

- 2. Also were you going to have any general Q&A sessions for this year’s RFP?**

We are not planning on having any general Q&A sessions for this year’s RFP. However, all questions emailed per RFP instructions will be posted to the [MDH Healthy Housing Grants](https://www.health.state.mn.us/communities/environment/healthyhomes/hhgrant.html) (<https://www.health.state.mn.us/communities/environment/healthyhomes/hhgrant.html>) webpage.

- 3. I have a quick question for you regarding the Healthy Homes Grant. Although it is labeled 2023–2026 (3 years) grant should we be only asking for funding for the two years? Or how does that work? Due to it being March 2024–June 2026.**

You are correct that this grant will end up being less than three years; however, the grant covers three fiscal years (2023-2024, 2024-2025, 2025-2026). If you are applying for this grant, you should consider the length of the grant (March 2024- June 2026) when identifying potential grant activities and funding amounts. Recipients should request three years of funding. The partial year of March-June 2024 counts as a full year for budgeting. Each recipient can request up to \$40,000 per year, for a total for three years.

- 4. To clarify for the partial year from March-June 2024, we should budget as if it was a full 12 months for salary and fringe? Or just 3 months? Another question I have is if the money left over from year to year would roll over to next years budget? For example what if we budget 500 per year for postage and printing but year two we spend 1,000 on rack cards. (We will not need to order them every year it’s a onetime cost). Would our 500 from year one roll over to year two in order to make the 1,000 purchase?**

Grant money from Year 1 can be carried over into Year 2, funds from Year 1 cannot be carried over all the way into Year 3. Applicants should submit an application that reflects the outputs and outcomes they realistically expect to accomplish in the timeframe of the grant.

- 5. Would you consider an extension on the deadline if folks need a bit more time?**

Unfortunately, we are unable to offer an extension for the application deadline for this grant.

**6. Is there a requirement or need to report matching funds for the Healthy Housing grant?**

No specific dollar amounts are required for in-kind or matching funds. However, projects that leverage matching funds will be given priority. If matching funds are leveraged, they should be listed in the budget summary table and described in the project budget narrative in the Healthy Housing Grant Application.

**7. Since the first fiscal year is only 4 months, can we purchase a lot of intervention supplies in this fiscal year, so we can save funding in future years for staffing?**

Supplies need to be tailored to the house, so programs can only buy bulk supplies if they are basing their purchases on data.

**8. I completed the Due Diligence Form and had to check that we have not received an audit within the last 12 months. This adds 5 points to our otherwise pointless application. Do you see this as a barrier for funding?**

The Due Diligence Review Form is not considered when reviewing applications for this grant. The information on the Due Diligence Form is used after grantees are selected to determine potential risk and which funded grantees may need additional monitoring or assistance to be successful as a grantee.

**9. We are working on our Healthy Homes application. We are considering adding into our workplan the ability to provide payment assistance for a radon mitigation system to those with high radon results. This is a primary prevention home repair need as we are located in a high radon level area. Our goal would be to partially or fully fund a specific number of mitigation systems based on individual need (and funding granted) to help reduce health disparities and social determinates of health. We recognize that asking many households to share the cost of a mitigation system is unattainable due to socioeconomic factors. It shouldn't have to be a choice between long term health and day to day living expenses. Our question is, is this a feasible workplan goal? We know that it likely would cost more than the established \$750 household cap and we would need to request prior approval from MDH for each case prior to any work being done. Are we better off leaving this out and focusing on education and resource management related to high radon levels and then make individual requests for mitigation on a case by case basis? We were thinking if we put it in the workplan, we could budget funding toward a certain number of systems to be installed during the grant. However, we also do not want to lose out on the opportunity of the grant as a whole for having an unrealistic goal or service plan.**

Primary prevention activities and community engagement and education activities are both approved areas of work. Primary prevention activities greater than the \$750 per household cap may be allowed with prior approval from MDH. We are unable to comment on specific workplans or goals from potential applicants.

**10. I see the 2023-2026 Healthy Housing Grant Application PDF on the website. When we submit the application to MDH, do we submit via PDF using the subheadings & summary content from the following? Or is there a different portal to apply for the grant?**

Application submission instructions are available in section “3.2 Application Submission Instructions” of the RFP, and state:

“Applications must be submitted by mail or email to Katie Haugen. Email is the preferred submission method, but applications that are mailed in will also be accepted. The method of application submission (email or mail) will not have an impact on scoring. For email submissions, PDF is the preferred format for applications and supporting material. Applications saved as Microsoft Word (.doc or .docx) documents will also be accepted. Applications and supporting documents may be saved as a single document or submitted as separate attachments.

Katie Haugen  
Lead/ Healthy Housing Quality Improvement Coordinator  
Minnesota Department of Health  
Email Address: [katie.haugen@state.mn.us](mailto:katie.haugen@state.mn.us)  
Mailing Address:  
Katie Haugen  
Minnesota Department of Health: Health Risk Intervention Unit  
PO Box 64975  
St. Paul, MN 55164-0975

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*To obtain this information in a different format, call: 651-201-5000.*